



December 21, 2018

*Aaron Darden*  
*President/CEO*

*Rick Neal*  
*Chair*

*Jim Taylor*  
*Vice Chair*

*Sheila Brown*

*Debra Morrow*

MuckRock News  
DEPT MR 62699  
411A Highland Ave  
Somerville, MA 02144-2516  
62699-07094754@requests.muckrock.com

Re: October 24, 2018 Open Records Request

To Whom It May Concern:

The Housing Authority of the City of Tulsa (THA) is in receipt of your public records request, dated October 24, 2018. THA has an established procedure on open records requests and it can be found at our website: [www.tulsahousing.org](http://www.tulsahousing.org). Please utilize this process in the future. In addition, most of the information requested is publically available and/or listed on our website under the Administration Plan (Admin Plan) for Rental Assistance or the Admission to and Continuation of Occupancy Policy (ACOP) for Affordable Housing.

THA's response to your request is as follows:

1. Currently valid policies/procedures relating to public housing and Section 8 housing assistance eligibility for applicants on the basis of arrest/conviction records: There is federal law that serves as guidance for THA, it is publically available. See CFR 24 Section 966, et. al. See also the ACOP and Admin Plan as well as Department of Housing & Urban Development (HUD) PIH Notice 2015-19.
2. Currently valid eviction policies/procedures for tenants in public housing and Section 8 housing units: There is federal law that serves as guidance for THA for public and project based rental assistance housing, it is publically available. Please see the ACOP as well as refer to HUD's website. See also CFR 24 Section 966, et. al. With regard to Section 8 housing units, THA is not a private landlord and does not have any responsive documents to that request; it does not determine eviction standards for private landlords.
3. Currently valid policies/procedures regarding obtaining criminal convictions records from law enforcement agencies and sex offender registration information from the appropriate state/local agency responsible for the maintenance of sex offender registration program: THA does not have any documents responsive to this request as this information is also publically available through our website as well as in applicable federal law and



guidance. The application procedure outlines that a background check will be conducted and outlines what information will be collected to run the check. This is done electronically. After completion of the check, THA does not keep those records. In addition, in Oklahoma all referenced records are publically available for anyone to view at any time electronically. See also CFR 24 Section 966, et. al.

4. Any logs of police reports related to activity in public housing and Section 8 subsidized units between January 1, 2017 and December 31, 2017. THA does not maintain such records, such information is obtainable from the Tulsa Police Department or the Tulsa County Sheriff's Office.
5. Grievances/complaints of discrimination submitted between January 1, 2017 and December 31, 2017. In response to this, THA has no responsive documents to this request.

The following records requested in your October 24, 2018 Open Records Request will be provided, but personally identifiable information will not be disseminated in order to comply with HUD directives and the federal Privacy Act (it is HUD and THA's position that simply because someone applies or receives housing assistance does not mean their personal information becomes publically available):

1. Reports compiling data of public housing and Section 8 housing denials and the basis of those denials between January 1, 2017 and December 31, 2017.

Please feel free to contact me if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Ruth Martin", with a long, flowing tail extending to the right.

Ruth Martin  
General Counsel

Aaron Darden  
President/CEO

Rick Neal  
Chair

Jim Taylor  
Vice Chair

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